

# Bures Hamlet Parish Council

Mrs J. Wright (Clerk)  
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## Notice of Parish Council Meeting

**The Press & Public are welcome to attend**

Dear Member

You are hereby summoned to attend the Parish Council Meeting of Bures Hamlet on Monday 17<sup>th</sup> July 2023 at Bures Community Centre, Nayland Road at 7.30pm.

This agenda makes reference to the **Bures Parish Action Plan 2022-23 (BPAP)**

- 1. Community spirit and communication** (i. Mental Health and Well-being, ii. Parish Council communication with residents)
- 2. Environment** (i. Hedge and tree planting, ii. Future development of Jubilee Grove, iii. Rights of Way, iv. Reduce pesticide and weed killer use)
- 3. Community Assets, services and enterprise** (i. Recreation Ground, ii. Lighting and pavements, iii. Accessibility)

### AGENDA

- 1. Apologies for Absence** - To note specific reason if absent from meeting
- 2. Declarations of Interests & Dispensation Requests**  
To receive any 'Pecuniary' or 'Non-pecuniary' interests and Dispensation requests
- 3. Minutes**  
Minutes of the Annual Parish Council Meeting of 23<sup>rd</sup> May 2023 to be approved and signed as a correct record (previously circulated)
- 4. Co-option of new members**  
To discuss any interests received and to agree co-option
- 5. Public Forum – 15 minutes maximum public participation**  
3 minutes for individual contributions unless agreed by Chairman  
The public are invited to give views and question the Parish Council on issues on this agenda or raise issues for consideration of inclusion at future meetings.  
**County and District Councillors** may also present their respective reports during the Public Forum.  
**Bures St Mary Parish Council** representative to present their report – Cllr McCrory

## **6. Police Matters**

- a) To report on matters raised with Suffolk and Essex Community Policing Teams
  - youth issues
- b) To report on follow up on increased traffic enforcement patrols
- c) Speed Watch Scheme update

## **7. Highway Matters**

- a) To report on the following LHP requests: Working Party notes circulated
  - 1) Speed calming measures for Colchester Road – to include crossing, signage, bus stop hard standing
  - 2) Roundel markings for Colchester Road
  - 3) 30mph at Lamarsh Hill
  - 4) Safety measures near Hill Top, Lamarsh Hill
  - 5) Proposal from Hennys, Middleton Twinstead and Bures Hamlet Parish Councils for 40mph/30mph speed limit – Middleton Road to Lamarsh Hill
- b) Flooding issues – Water Lane, Station Hill, Colne Road
- c) Parking issues – Colchester Road, Normandie Way and Water Lane
- d) Safety for pedestrians under the railway bridge

## **8. Planning**

- a) To report on applications received and any decisions made since the previous meeting – see attached list.
- b) To consider a response to any applications received since the previous meeting requiring a response – No. 23/01495/HH Maltwood, Lamarsh Hill CO8 5EH  
No. 23/01644/TPOCON No.20A The Paddocks CO8 5DF  
No. 23/01737/TPOCON Oak Tree Cottage. Colne Road
- c) Jubilee Grove – 1) proposed gifting of land  
2) sale of land at riverbank and Land at Colchester Road
- d) To report and follow up as required:
  - 1) Ferriers Farm Barns
  - 2) Garage site – current update.
  - 3) Chambers Bus Depot Site. - current update
  - 4) Plots 5 & 6 Cuckoo Hill - update
  - 5) Created entrance to Land South of Penlan – on hold
- e) National Grid Bramford – Twinstead proposals - update

## **9. Joint Parish Plan 2023-2024**

To discuss and agree a review of plan

## **10. Items for update, report and follow up as required**

- a) Shared use of BSM Speed Indicator
- b) Station Hill garden upgrade and new bench
- c) To discuss waste and collection issues at Essex Knoll
- d) Sensor lights for Station Hill
- e) Millennium footpath fencing grant application
- f) Telephone kiosk upgrade

## **11. Audit Matters**

- a) To note waiting on External Auditors report for 2022/23 Accounting Statement
- b) To agree new Internal Auditor
- c) To note Internal Audit Review date still to be agreed - October
- d) To accept and adopt Biodiversity Policy

**12. Finance Matters**

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation report and verifying bank statements – circulated/for signing
- c) To report on progress of change of Signatories and BACS payments – to agree 2 or 3 approving signatories for BACS payments, view access or full rights
- d) To report on progress of change of bank accounts
- e) To agree subscribing to BALC - £48 per annum
- f) Clerk's Appraisal

**13. Clerk's Report plus any correspondence received for action.**

To consider request for a pop up market stall to trade at Essex Knoll

To promote BDC/ECC food waste recycling project for residents

Notification of Trail Running event along Stour Valley Path - 12<sup>th</sup> August

**14. Reports:** Councillors to acknowledge receipt and present questions by exception

- a) Asset report – Cllr Manning
- b) Cemetery – minutes circulated
- c) Sportsground (BPAP 3 i) – minutes circulated
- d) Community Centre – minutes circulated
- e) Rights of Way (BPAP 2 iii)
- f) Joint Neighbourhood Plan – to accept minutes
- g) Transport
- h) Station Adopters
- i) Tree Warden (BPAP 2 I) – see planning applications and decisions
- j) Bures Primary School

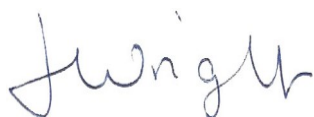
**15. Brief information & exchange for next agenda items**

**16. Date of next meeting:** Monday 18<sup>th</sup> September 2023 to be held at Bures Community Centre, Nayland Road at 7.30pm

Future meeting dates:

2023: 13<sup>th</sup> November – moved to 20<sup>th</sup> November

2024: 15<sup>th</sup> January, 18<sup>th</sup> March, APM 25<sup>th</sup> March, 20<sup>th</sup> May



**Mrs. Jenny Wright**  
**Clerk to Bures Hamlet Parish Council**  
**10<sup>th</sup> July 2023**